

# CITY OF MILPITAS

1265 North Milpitas Blvd. – Milpitas, California 95035  
408-586-2600

[milpitasworks@ci.milpitas.ca.gov](mailto:milpitasworks@ci.milpitas.ca.gov)

[www.ci.milpitas.ca.gov](http://www.ci.milpitas.ca.gov)



## PUBLIC WORKS DEPARTMENT

Monthly Report –April 2019

<b>Accomplishments</b>
<b>Streets:</b> Completed storm drain line rerouting at Cardoza Park softball field and beautified the area with new decomposed granite (DG).
<b>Utilities Engineering:</b> Completed and submitted 2018 EAR to DDW; Sent mail and email notifications to Milpitas residents for upcoming CCR to be posted on City's website by July 1st
<b>Facilities:</b> Pressure washed Library Parking Garage stairwell; replaced pump at Milpitas Sports Center pools
<b>Trees &amp; Landscape:</b> Brightview contract for Hall Park completed; Sinclair Frontage landscape rehabilitation completed.
<b>Significant Incidents, Events, &amp; Information</b>
<b>Streets:</b> Assisted Milpitas Sanitation with April 20 compost giveaway.
<b>Administration:</b> 4/17 Energy & Environmental Sustainability Commission Meeting
<b>Utilities Maintenance:</b> Category 3 sanitary sewer overflow (SSO) on April 22 at Images Circle
<b>Training</b>
<b>All Staff:</b> Public Works Lead/Senior Worker Academy held first class 4/25
<b>Trees &amp; Landscape:</b> Aerial Lift/Boom Truck Training 4/2 and 4/10; PAPA Training 4/3; Irrigation Technician Training 4/16-4/19
<b>Fleet:</b> Fuel island vapor recovery system review
<b>Facilities:</b> City Hall Pond Maintenance Tailgate
<b>Streets:</b> Aerial Lift/Boom Truck Training 4/2 and 4/10; Asphalt Maintenance Training 4/24
<b>Utilities Engineering:</b> Brownbag training

**Public Works Department  
Monthly Report  
April 2019**

**Department Statistics**

Department Statistics	April 2019	March 2019	% Change
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**Administration**

Provides phone (408-586-2600), e-mail (MilpitasWorks@ci.milpitas.ca.gov) and MyMilpitas application customer service support, including work order creation and dispatch of field staff. Provides administrative support to all divisions within the Public Works Department.

Number of phone calls received	844	NA	
Number of MilpitasWorks e-mails/MyMilpitas App requests received	NA	NA	
Number of work orders created			
Public Works Customer service requests closed	189	229	-17.47%
Emergency call backs responded to ( <u>not</u> included in above total)			

**Facilities Maintenance**

Maintains City buildings and grounds, including building systems (plumbing, electrical, heating, air conditioning, and ventilation; and backup power). Sets up rooms for rental groups and meetings. Manages custodial and janitorial services.

Facilities maintenance service requests responded to	77	70	10.00%
Service calls for mechanical repairs	8	2	300.00%
Service calls for electrical repairs	6	4	50.00%
Service calls for plumbing repairs	7	7	0.00%
Facility Set-Ups	11	18	-38.89%
Office Furniture	3	1	200.00%
Door-Lock Service Calls	3	2	50.00%
Lights replaced	13	7	85.71%
Misc.	26	29	-10.34%

**Fleet Maintenance**

Maintains and repairs City vehicles and motorized equipment including police vehicles, fire apparatus, construction equipment, mowers, and communication radios.

Repair Orders Completed	107	52	105.77%
Preventative Maintenance	85	69	23.19%
Total Work Orders	192	121	58.68%
Average Shop Downtime	1.07	2.1	-49.05%
Units in Service	639	639	0.00%
New Units in Service (Licensed)	0	2	-100.00%
New Units in Service ( Not Licensed)	0	0	
Out of Service	0	0	
Vehicle Accidents	2	0	

## Streets/Traffic Maintenance

Maintains the City's traffic signal system, traffic signs, street lights, paved roadways, and pavement markings in accordance with the Clean & Safe Streets program and State Code requirements. Provides sidewalk repair, right-of-way weed abatement, and graffiti removal.

<b>Miscellaneous</b>			
Tree Assistance/Call Outs		0	
Special Service Requests	0	0	
Graffiti removal	8	5	60.00%
Training/Safety meetings	0	0	
Debris pickup	17	11	54.55%
Dump runs	0	0	
<b>Traffic signals and Lighting</b>			
Streetlight LED Replacement	173	84	105.95%
Street lights repaired	20	0	-100.00%
Traffic signals maintained	4	0	-100.00%
Traffic control cabinets maintained	3	0	-100.00%
Radar repairs	1	0	
Traffic signals repaired	17	3	
USA Locates electrical	302	166	0.61%
Pedestrian flashing Beacons	0	0	
<b>Streets and Sidewalks</b>			
Pothole repair	13	33	-46.77%
Asphalt saw cut ( Square Feet)	551	0	
Asphalt repair (Tons)	22	0	
Sidewalk grinding	0	0	
Sidewalk replace (square feet)	0	16	-60.00%
<b>Signage and Pavement Markings</b>			
Custom Signs Streets	3	60	900.00%
Custom signs Fleet	0	0	
Custom signs facilities	3	2	
Custom signs Parks	0	1	-83.33%
Sign repairs	39	22	-31.25%
New Sign installations	0	0	
Red curb painting (linear feet)	0	0	
Buttons set	0	0	
Stenciled legends	5	0	
Striping (linear feet)	0	168	180.00%
Miscellaneous			

### Parks, Trees and Landscape Maintenance

Maintains more than 15,400 tree sites and 125 acres of median landscaping, including City tree planting and pruning, trails, and litter control. Provides park maintenance for more than 170 acres of parkland, including playgrounds, picnic areas, athletic fields, pathways, landscaping, park restrooms, park trees, lagoons, and parking lots.

<b>Trees</b>			
trees planted	0	0	
trees removed Contract Services	17	5	240.00%
trees removed In-house	3	12	-75.00%
pruned - In-house	63	72	-12.50%
Pruned - Contract Services	5	100	-95.00%
trees inspected	75	139	-46.04%
tree stumps grinded	7	0	
Roots pruned	0	1	-100.00%
<b>Street Landscape and Right of Ways</b>	<b>0</b>		
Weed abatement (# of locations)	9	8	12.50%
Street Landscape Maintenance per month (# of locations)	18	7	157.14%
Street landscape Irrigation Repairs	107	22	386.36%
Trails Maintained	0	1	-100.00%
<b>Parks</b>	<b>0</b>		
Parks Maintained per month In House	9	9	0.00%
Parks Maintained per month Contract Services	0	26	-100.00%
Park Irrigation Repairs	37	3	1133.33%
Park Vandalism Incidents	0	5	-100.00%
Park Lighting Repairs	0	0	
<b>Miscellaneous</b>	<b>0</b>		
Special Service Requests	5	5	0.00%
Graffiti removal	0	6	-100.00%
Training/Safety meetings	10	6	66.67%
Debris pickup	2	1	100.00%
Dump runs	12	17	-29.41%

### Utility Maintenance

Operates and maintains the water distribution system, including 206 miles of water lines, 4 pumping stations, 5 storage reservoirs, and numerous pressure valves regulating 7 pressure zones, to deliver 11 million gallons per day of potable water to 19,000 accounts. Operates and maintains the sewer collection system, including 175 miles of sewer lines and 2 pumping stations to discharge 8 million gallons per day to the San Jose/Santa Clara Regional Wastewater Facility. Operates and maintains the stormwater collection system, including 105 miles of storm pipe and 13 pump stations to transmit storm water through the levees to creeks. Marks out locations of City's underground utilities (water, sewer, storm, and traffic communication fiber) to protect against construction damage to these underground assets.

Pump station repairs (water)	4	4	0.00%
Pump station repairs (storm)	1	7	-85.71%
Pump station repairs (sewer)	5	3	66.67%
Potable water samples collected and analyzed	197	163	20.86%
Storm water samples collected and analyzed	0	0	

Water meters set	0	0	
Water meters replaced	18	4	350.00%
Water meters repaired	2	12	-83.33%
Water line repairs	13	12	8.33%
Fire hydrants serviced	4	38	-89.47%
Fire hydrants repaired	1	3	-66.67%
Fire hydrants replaced	0	0	
Backflow devices tested	0	0	
Backflow devices repaired	0	0	
Sewer line cleaned (ft.)	84369	70723	19.29%
Storm drain catch basins cleaned	0	16	-100.00%
Storm drain catch basins inspected	0	16	
Storm line cleaned (ft.)	0	0	
Underground utility locates	194	134	44.78%
Storm manhole repaired	0	0	

### Utility Engineering

Provides engineering support to Utility Operations and Maintenance staff and assists with plan review to ensure protection existing utility infrastructure. Manages the City's FOG, Water Conservation, and Backflow Prevention programs. Ensure safety and operability of water, sewer, and storm water systems in compliance with regional, State, and Federal rules. Manages the City's asset management program for water, sewer, storm, and recycled water which includes detailed asset inventories, evaluating the condition of assets, and long-range planning.

Water Conservation (from 2013 baseline)	32%	24%	33.33%
Development Plan Reviews Completed	15	9	66.67%
Applications sent to SBWR	2	3	-33.33%
Recycled water plans reviewed	5	4	25.00%
Recycled water plans sent to State/SBWR	0	2	-100.00%
Authorization letters received from South Bay Water Recycling	0	3	-100.00%
Recycled Water permits received from South Bay Water Recycling	2	1	100.00%
Recycled water plans approved by the State	0	2	-100.00%
Sanitary sewer discharge permits reviewed and approved	0	0	
SBWR inspection forms submitted for non-complaint sites	4	3	33.33%

## **CONTACT US**

**Business Hours: Monday-Friday: 7am – 5pm**  
**Call or Text us at (408) 586-2600**  
**E-mail us [MilpitasWorks@ci.milpitas.ca.gov](mailto:MilpitasWorks@ci.milpitas.ca.gov)**  
***(Please DO NOT e-mail urgent/emergency issues)***

**Urgent Issues Outside of Business Hours**  
**(Monday-Friday 5pm - 7am, Weekends, & Holidays)**  
**Non-Emergency Police Dispatch: (408) 586-2400**

## **OTHER RESOURCES**

**For questions about utility (water, sewer, trash, or recycling) billing or setting up accounts, please contact the Finance Department at (408) 586-3100**

**For issues along 680, 880, 237, or the freeway on/off ramps, please contact Caltrans District 4 office at (510) 286-4444.**

**For issues on Montague Expressway, please contact Santa Clara County Roads and Airports at (408) 494-2750.**

**For dead animal pickup, please contact San Jose Animal Care and Services at (408) 794-7297.**

**For questions regarding Calaveras Road closure near the Calaveras Reservoir, please contact San Francisco Public Utilities Commission (SFPUC) at 866-973-1476**